

**GOVERNOR'S COMMITTEE FOR THE PURCHASE OF
COMMODITIES AND SERVICES FROM THE HANDICAPPED**

P.O. Box 745
Institute, WV 25112

Minutes

October 25, 2000

Joseph Moriarity Conference Room
C Building, Second Floor
West Virginia Rehabilitation Center
Institute, West Virginia

ATTENDANCE: Lee Dixon, Jack McComas, Steve King, Trudy Oliver, Linda Maniak, Craig Greening (Director of Operations at WVARF), Curt Curtis, Dave Tinchler (Director of Purchasing), Ken Kennedy, & Paula Sparkman. Absent from the meeting were Chris Miller, & Tom Bell.

APPROVAL OF MINUTES: Jack McComas made a motion to approve the minutes. Trudy Oliver seconded the motion; motion carried.

FINANCIAL REPORT: Ken Kennedy gave the financial report which reflected a balance of \$4,013.60.

REPORT OF CHAIRMAN: Lee Dixon gave an update on the cutback in funding for the Buchanan-Upshur Workshop janitorial NISH contract. He stated this has resulted in the loss of one position with the workshop.

REPORT OF WVARF EXECUTIVE DIRECTOR: October 12, 2000, WVARF and DRS District Managers/Liaison Counselors had joint meeting at Canaan to discuss their common concerns about serving persons with disabilities effectively given the changes in the work and government environments. The WVARF Quarterly Business Meeting and Annual Awards Dinner was also held during this two day meeting. The worker of the year was Robert Yost, PACE Tec, Welcome Center Rest Area I-79.

There will be changes in State Use of the Purchasing Card. According to Curt Curtis the limit may increase from \$1,000 to \$2,500 (still getting competitive bids on \$1,000 - \$2,500). Dave says the increase is not automatic in January, they have not decided yet.

Steve King updated the Committee on the activity associated with the DHHR statewide contract. He reported that WVARF had asked DHHR for a 3% increase on the their statewide State Use Janitorial Contract effective July 1, 2000. DHHR is taking issue with the square footage costs approved by this committee surrounding 7 sites out of approximately 45.

Chairman: Lee Dixon

Members: Linda Maniak, Ken Kennedy Tom Bell, Jack McComas, Trudy Oliver

Ex Officio Members: Curt Curtis, Executive Secretary

Stephen R. King, Executive Director, West Virginia Association of Rehabilitation Facilities

While the committee was discussing the situation, Dave Tincher excused himself so he could make a phone call to Virginia Tucker. When he returned the following was stated:

Dave convinced Virginia to approve contract accepting the 3% raise on all sites but the 7 mentioned. The 7 sites are approved at the old contract price. These 7 sites are to be looked into within the next 6 months. Steve will call Virginia this afternoon (10-25-00) regarding making this effective as soon as possible. It was suggested that they shoot for November 1 as effective date. The extended contract could then be canceled effective October 31, 2001. Dave says not to worry about 20 day window. Craig will prepare a new agreement following the subsequent discussions with Virginia Tucker.

OLD BUSINESS:

1. Craig reported for Chris (see attached).
2. Annual Report in Draft (see attached).
 - Contracts on State Use programs, (12 statewide contracts),
 - cleaning 152 buildings and 18 rest areas (most is janitorial work);
 - service contracts such as Food Services (billeting, etc.)

WVARF will have working draft for committee by November 15 meeting.

3. Jack McComas made a motion to approve contact for statewide Bottled Water and Linda Maniak seconded the motion. Motion carried.
4. Jack McComas made a mote to approve the Janitorial Contract for DOH Coonknob office and Ken Kennedy seconded. Motion carried.

NEW BUSINESS:

Following are the dates of 2001 meetings.

January 17, 2001
February 14, 2001
March 21, 2001
April 11, 2001
May 16, 2001
June 13, 2001

ADD
TO
CALENDAR
10:00-12:00
OK
dw

ADJOURNMENT: Given no further business for discussion, Trudy Oliver moved to adjourn the meeting. Jack McComas seconded the motion; motion carried.